

Bob Johnson, Director
Planning & Neighborhood Development



Ving Bernero, Mayor

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MAR 13 2017

March 13, 2017

Chris Swope
City Clerk
124 W. Michigan Avenue
Lansing, MI

Re: **ANNUAL ACTION PLAN FY 2017**
JULY 1, 2017- JUNE 30, 2018

Dear Chris:

Please find enclosed a **draft** copy of the City of Lansing's Annual Action Plan 2017 (7/1/2017 – 6/30/2018) to be placed on file at the City Clerk's office. This is the City's Annual Action Plan for Federal funding which includes Community Development Block Grant (CDBG), HOME and Emergency Solutions Grant (ESG) dollars.

The City of Lansing provides a draft copy of the Annual Action Plan document for public review for a 30-day comment period. The comment period for the attached document should be made available for public review from **March 14 - April 12, 2017**.

If you have any questions, please feel free to contact me at ext. 4063.

Thank you for your time and cooperation

Sincerely,

A handwritten signature in black ink, appearing to read "Doris M. Witherspoon", is written over a horizontal line.

Doris M. Witherspoon
Senior Planner

MAR 13 2017

CITY OF LANSING, MI

ANNUAL ACTION PLAN JULY 1, 2017 - JUNE 30, 2018

**Prepared for the U.S. Department of Housing and Urban Development
by the City of Lansing, Michigan
Department of Planning and Neighborhood Development
316 N. Capitol Avenue
Lansing, MI 48933-1234**

**PROPOSED FUNDING ALLOCATIONS
PROGRAM ACTIVITIES AND USE OF FUNDS
ANNUAL ACTION PLAN 2017 (7/1/17 – 6/30/18)
CITY OF LANSING COMMUNITY DEVELOPMENT OBJECTIVES**

The primary objective of Lansing's Housing and Community Development Program is the development of a viable community which will provide standard housing in a suitable living environment, principally to benefit low and moderate income persons, preserve and expand existing businesses and industries, and create an atmosphere conducive to stability in neighborhoods.

- a. Provide standard housing in a suitable living environment through rehabilitation, new construction and improvement of the housing stock primarily in CDBG eligible neighborhoods and in specifically designated housing target areas.
- b. Provide housing counseling and assistance that will benefit low and moderate-income households.
- c. Promote home ownership for low and moderate-income households and promote deconcentration of poverty.
- d. Maintain at current levels the number of public and assisted housing units available to low and moderate-income households.
- e. Provide homeless prevention assistance, emergency shelter, street outreach and supportive human services for people with special needs, people who are homeless and those at risk of becoming homeless.
- f. Provide assistance for permanent supportive housing and human services for low and moderate income households with a history of chronic homelessness, including those with special needs.
- g. Promote economic opportunity for low and moderate-income individuals by facilitating economic development, providing employment opportunity, sponsoring job training, supporting business development, micro-enterprise lending and business or financial educational programs and initiatives.
- h. Promote economic development to provide jobs, business services and shopping opportunities for residents located in CDBG eligible areas.
- i. Provide community and neighborhood services, recreational opportunities and public facilities and promote neighborhood social cohesion to improve the quality of life in CDBG eligible neighborhoods.
- j. Increase security and safety in neighborhoods by supporting public safety and crime prevention initiatives, public educational programs and citizens' awareness in CDBG eligible areas.
- k. Improve the city's transportation, public facilities and infrastructure systems in CDBG eligible areas.
- l. Protect and improve the city's physical environment, including preventing or eliminating blight, removing lead or other safety hazards, preserving historic

COMMUNITY DEVELOPMENT BLOCK GRANT

CDBG Single-family, Owner-Occupied Rehab Program/Public Improvements

Includes loans and grants for rehabilitation of owner-occupied housing units through city sponsored programs, and in conjunction with affordable housing efforts sponsored by nonprofit housing corporations and other state and federal agencies. Includes funds to meet lead hazard reduction regulations in rehabilitated structures, funds to assist in emergency housing rehabilitation, market analysis activities and technical assistance to nonprofit housing corporations, contractors, and low- and moderate-income households. Includes loans and grants for owner-occupied single-family units through city sponsored programs, loans to rehabilitate historic homes in conjunction with rehabilitation of the unit, and loans or grants for ramps, hazard remediation or weatherization. Includes staff, office space, technical assistance, training and other direct project costs associated with delivery of Community Development Block Grant, HOME, Emergency Solutions Grant and other State and Federal Programs

General street, sidewalk, water/sewer improvements, including assistance to income eligible owner-occupants or those in CDBG-eligible areas for special assessments related to new improvements. Includes improvements to neighborhood parks, recreational facilities; public neighborhood, medical and community facilities in CDBG priority areas.

Proposed funding amount: \$1,373,715

CDBG Rental Rehab Program/Weatherization

Includes loans and grants for rehabilitation of rental housing units through city sponsored programs. Includes funds to meet healthy housing standards and/or lead hazard reduction regulations in rehabilitated structures.

Proposed funding amount: \$ 50,000

Acquisition

Includes acquisition, maintenance and security of properties acquired through programs, and activities related to acquisition, disposition, relocation and clearance of dilapidated structures. Funds may also be used to acquire properties in the flood plain. Includes staff time associated with this activity.

Proposed funding amount: \$1,000

Public Services (limited to 15%)

Includes services for low- and moderate-income individuals such as: homeownership counseling, education, neighborhood counseling, youth and senior programs, neighborhood clean-ups, community gardens, home repair classes. Services are for low- and moderate-income individuals and/or those in CDBG-eligible areas located within the Lansing city limits.

Proposed funding amount: \$ 258,510

CHDO Set-aside (15% minimum required)

Reserved for housing developed, sponsored or owned by CHDOs in partnership with the City.

Proposed funding amount: \$ 86,234

Community Housing Development Organization (CHDO) Operating (limited to 5%)

Funds reserved at option of the City to provide operating funds to CHDO's utilizing the City's HOME funds to produce affordable housing in the community.

Proposed funding amount: \$28,745

HOME General Administration (limited to 10%)

Includes staff and general administration costs to deliver the HOME program.

Proposed funding amount: \$ 61,490

TOTAL HOME \$ 614,897

EMERGENCY SOLUTIONS GRANT (ESG)

Street Outreach

Street Outreach activities.

Proposed funding amount: \$ 10,000

Homeless Prevention

Homeless Prevention activities.

Proposed funding amount: \$50,000

Administrative Activities (limited to 7.5%)

Funds provided to offset the cost of administering emergency solutions program.

Proposed funding amount: \$ 12,588

Shelter Operation

Funds provided to shelter providers to cover cost of maintenance, operations, insurance, utilities and furnishings in shelter facilities.

Proposed funding amount: \$ 95,253

TOTAL ESG: \$167,841

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Lansing Department of Planning and Neighborhood Development is the lead organization responsible for the administration of the Community Development Block Grant (CDBG), HOME and ESG federal funds received from the Department of Housing and Urban Development (HUD). The City has been successful in leveraging additional state and local resources to support grant funded activities.

The City of Lansing is submitting its FY 2017 Annual Action Plan which covers the years 2017-2018 or July 1, 2017- through June 30, 2018. The FY 2017 Annual Action Plan is the second year of the City of Lansing's five-year, 2016-2020 Consolidated Plan. The proposed activities to be carried out in FY 2017 which begins July 1, 2017 and ends June 30, 2018, are based on needs, priorities, strategies and goals established in the five-year Consolidated Strategy and Plan Submission for the period 2016-2020. This annual plan is based on community development fund resources: CDBG, HOME and ESG funds expected to be available in FY 2017. The anticipated goals are based on the availability of other sources of funding projected to be available during this time period to leverage the federal community development fund resources.

The requisite information presented in the Action Plan is presented according to the final rule established by the Department of Housing and Urban Development at 24 CFR 91, Consolidated Submission for Community Planning and Development Programs. Through the Master Plan and other planning processes, the city continues to solicit input from the community, particularly promoting participation from low and moderate income citizens on community needs. The City of Lansing has collaborative partnerships with various City of Lansing departments, State offices, Tri-County Regional Planning Commission (TCRPC)), Michigan State Housing Development Authority (MSHDA), Ingham County Land Bank, Greater Lansing Homeless Resolution Network or the Continuum of Care (CoC), Lansing Housing Commission, adjacent municipalities and other community groups and organizations to provide a regional approach to integrate housing, land use, economic and workforce development, transportation and infrastructure development in a comprehensive and inclusive manner.

Federal funds are not exclusively allocated to specific geographic areas. Certain programs are concentrated in targeted areas whereas other programs are available to low to moderate income households citywide.

promoting healthy housing and improving energy fitness in housing occupied by low and moderate-income households.

- Promote fair housing objectives.
- Provide affordable housing and economic development that benefits low and moderate income people in the context of mixed use development along transit corridors

The City of Lansing, through its proposed Action Plan activities will promote and support affordable housing through such activities as housing rehabilitation and homeownership, promote economic development activities, new construction and promoting programs and services to assist homeless persons and those at-risk of homelessness.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

In FY 2016, the City of Lansing received \$1,852,395 of Community Development Block Grant, \$574,897 HOME and \$167,841 of ESG. The City of Lansing takes various initiatives to ensure success in meeting the Action Plan objectives and addressing community needs. Over that time period, the local housing and economic environment continued to be challenging due to high rates of unemployment and foreclosure activities. Homeowners were reluctant to undertake home improvement loans because of the uncertainty about the economic environment, concern about possible job loss and the reduced market value of homes. In regards to the homeless population in the city, the Continuum of Care (CoC), known locally as the Greater Lansing Homeless Resolution Network (GLHRN), is continuing to address homelessness in the general population as well as the veterans through its strategic plan. The CoC's Strategic Plan is aligned with the City of Lansing's Consolidated/Annual Action Plan. A centralized intake and assessment system has been implemented and the GLHRN continues to work with the City of Lansing as well as other community agencies to address chronic homelessness in the community.

The City of Lansing made several accomplishments during the past fiscal year which included increased awareness of the CDBG – home rehabilitation programs, worked closer with sub recipients to address the needs of the low and moderate income populations, provided economic development activities, provided several programs and services to address the specific needs of the homeless and those at risk of homelessness.

4. Summary of Citizen Participation Process and consultation process

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The City of Lansing follows its Citizen Participation Plan in terms of engaging the community in public input. The first public hearing was held on December 6, 2016 before the Planning Board to receive public comments about housing and community development needs. The minutes of the public hearing are included in the final submission of the Action Plan. The second of three public hearings regarding the federal funding allocations was held on February 7, 2017. During that time, a representative from the Tri-County Office on Aging expressed the need for affordable and accessible housing for senior citizens.

The final public hearing will be held on April 10, 2017 before the Lansing City Council. Also, the public will have an opportunity to review and comment on the draft Action Plan during the public comment period from March 14, 2017 - April 12, 2017.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments are considered during the public comment period.

7. Summary

The City of Lansing conducted three (3) public hearings to gather input on the proposed Annual Action Plan activities and funding for fiscal year 2017-2018. Participants were encouraged to provide and comment on proposed activities. All comments were accepted and reviewed. The City of Lansing did not reject any comments and considered all comments in the development of the 2017 Action Plan.

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Consultation is a key factor in the development of the 2017 Annual Action Plan process. The City of Lansing consultation process involves engaging communication with several agencies in the community. Consultation includes attending local and regional planning meetings, Community and Economic Development (CED) meetings, board meetings of partner agencies and grantees, such as the Greater Lansing Homeless Resolution Network (GLHRN) - Continuum of Care (CoC), Historic District Committee meetings, Healthy Homes meetings, Foreclosure Prevention Network meetings, landlord association meetings and many others. The City of Lansing Planning and Neighborhood Development (PND) staff attends several meetings throughout the year to gather input on the needs in the community as it relates to several issues including homelessness. PND coordinates the Consolidated Plan for the jurisdiction that falls within the MI-508 Continuum of Care for Ingham County/City of Lansing/East Lansing known as the Greater Lansing Homeless Resolution Network (GLHRN.) A PND staff member serves on the CoC Board and as the CoC Strategic Planning Committee co-chair. The CoC coordinates local agency homeless efforts between the local public housing authority (PHA), public governmental fiduciary and monitoring entities, private, non-profit housing and shelter providers, housing developers, formerly homeless persons, local school districts, health and mental health, and other service agencies. PND works closely with the City of Lansing Human Relations & Community Services (HRCS) Department that serves as the CoC Lead Agency, Collaborative Applicant, HMIS Lead Agency and administers and monitors City ESG and MSHDA ESG (State) funding. CoC planning is closely aligned with the Consolidated Plan through shared leadership, strategic planning activities and CoC Board and Committee meetings. Currently, the CoC Board is revamping the 10 year plan to End Homelessness through the CoC Planning Grants nine objectives and outcomes to improve the Coordinated Assessment system, conduct ongoing gaps analysis, oversee funding allocations, monitor and evaluate outcomes, strengthen the CoC infrastructure, and become a UFA and HPC. A series of educational meetings and strategic planning retreats have taken place including two site visits to areas known to use best practices to end homelessness. Some best practices have already been incorporated into the Coordinated Assessment System, such as systemic coordination of PSH referrals to prioritize open units to chronically homeless individuals and families. The CoC has continued to shift funding resources to develop more PSH units. Recent CoC activities include addressing the needs of priority homeless persons through adopting the CPD-14-012 notice, revision of screening criteria, using the VI-SPDAT assessment tool, establishing a Veterans Workgroup, enlisting HUD TA assistance for both Vets at Home and CoC Coordination and Strategic Planning, revising HARA standards and directing City-funded Prevention programs to address gaps, especially for at risk families.

The City of Lansing's planned action steps to end chronic homelessness includes the continued partnership with several community organizations. GLHRN has an outstanding collaborative approach to creating a comprehensive, visionary, realistic continuum of care plan to help the homeless. Using HMIS data helps to identify those individuals and families who continue to cycle through the system, creating opportunities for the appropriate service provider to forge relationships and move them up on the priority listings for permanent housing.

HMIS data is used to evaluate ESG performances in various areas including: Households served by type, prevention and homeless assistance; percent of clients discharged to stable housing; percent of clients discharged from shelter to stable housing within 30 days; percent of adults with Earned Income, SSI/SSDI or TANF at exit; percent of clients recidivating in the emergency shelter system; percent of total CoC clients who were served by the Housing Assessment Resources Agency (HARA), etc

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Greater Lansing Homeless Resolution Network (GLHRN) works in cooperation with the Michigan State Housing Development Authority (MSHDA) through the CoC and Regions that MSHDA set up throughout the state. The GLHRN actively participates in monthly regional meetings including addressing very pertinent topics. Opportunity is given to share best practices, review progress in 10 Year Plans to End Homelessness, address obstacles to meeting the need, and make policy recommendations. MSHDA also convenes statewide meetings where two State representatives attend. The CoC utilizes technical support from the Michigan Coalition against Homelessness.

In addition, the City of Lansing PND has a representative on the CoC Board, who also serves on the Finance and Strategic Planning Committees of the CoC. As a member of the Finance Committee, she has part in the discussion on how to allocate ESG funds and votes on the committee recommendation. Part of these meetings includes the development and implementation of the ESG performance standards. The CoC Board receives HMIS data reports monthly for each agency participating in the system. The Strategic Planning Committee meets to strategically plan activities to address the needs of the homeless as well as making sure the planning documents are in alignment. There is also a monthly CQI meeting to look at the HMIS process.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	LANSING HOUSING COMMISSION
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-homeless Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Lansing makes every possible attempt to include several agencies and organizations in the consultation process. If any agency/organization was not consulted as a result of the process, it was not intentional and merely an oversight. The Lansing Housing Commission (LHC) and the City of Lansing work collaboratively to address public housing needs in the greater Lansing community. As part of the Continuum of Care (CoC), the LHC provides valuable information on the needs of the public housing residents. Anticipated outcomes include better coordination of programs and services for low and moderate income persons including public housing residents
2	Agency/Group/Organization	Advent House
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Lansing works collaboratively with the Tri-County Regional Planning Commission, planning organization, to address land use issues, housing studies and needs assessment, market analysis, economic development issues and many others to assure that the planning documents are consistent. An anticipated outcome includes improved planning efforts for the greater Lansing community.
5	Agency/Group/Organization	Tri-County Office on Aging
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Lansing works with the Tri-County Office on Aging to assure that the needs of the elderly population is addressed in the Action Plan. Anticipated outcomes includes increased access to programs and services to low and moderate income persons including the elderly and disabled population.
6	Agency/Group/Organization	Volunteers of America (VOA)
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	As part of the CoC, Volunteers of America (VOA) provides valuable information on the needs of the homeless population, particularly with veterans and the chronically homeless. VOA also serves as the HARA (Housing Assessment and Resource Agency). Anticipated outcomes include increased access to programs and services to the homeless population. Also, efforts are being made to reduce and/or eliminate the number of homeless persons in Lansing.

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Capital Area Center for Independent Living (CACIL), recently changed name to Disability Network Capital Area is a non-profit self-help organization that provides a range of services to support people with disabilities, provides a wealth of information to the City of Lansing regarding persons with disabilities. Anticipated outcomes include increased access and/or knowledge of programs and services to those persons with disabilities.
10	Agency/Group/Organization	Mid-Michigan Recovery Services
	Agency/Group/Organization Type	Services-Persons with Disabilities Services - Victims
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	As part of the CoC, the Mid-Michigan Recovery Services, formerly National Council on Alcoholism provides valuable information on persons with disabilities, specifically, alcohol and substance abuse. Anticipated outcomes include increased access and/or knowledge of programs and services to those persons with a substance abuse. Also, efforts are being made to reduce and/or eliminate the number of homeless persons in Lansing.
11	Agency/Group/Organization	Michigan Department of Human Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Health Services-Education Services - Victims Health Agency
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Emergency Assistance

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Lansing staff meets regularly with the Greater Lansing Housing Coalition Board members and staff. Anticipated outcomes include the elimination of blight, and increased access to safe, healthy and affordable housing for low and moderate income residents.
15	Agency/Group/Organization	Community and Economic Development Network
	Agency/Group/Organization Type	Services - Housing Services-Education
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Lansing staff meets regularly with the staff at the Community and Economic Development Network. Anticipated outcomes include improved coordination with other agencies and increased knowledge of community and economic development projects within the community.
16	Agency/Group/Organization	City of East Lansing
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Lansing has consulted with the City of East Lansing on some projects. Both jurisdictions are part of the Greater Lansing Homeless Network

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Lansing staff meets regularly with the Greater Lansing Homeless Resolution Network, the Continuum of Care (CoC) in the greater Lansing area. Several city staff are board members and involved in homelessness prevention in this community. There are more than 25 agencies (i.e. VOA, Advent House, NCA, etc.) involved in the CoC. Anticipated outcomes include the collaborative efforts of agencies to address and end homelessness in the community

Identify any Agency Types not consulted and provide rationale for not consulting

The City of Lansing is in constant communication with adjacent units of government (i.e. Lansing township, Eaton County, Delhi township, City of East Lansing) regarding planning issues and/or other common/regional issues. In addition, city staff continues to collaborate with various State departments such as Michigan State Housing Development Authority, Department of Transportation, etc. on similar issues including the development of the Consolidated Plan/Annual Action Plan. The City of Lansing makes a concerted effort to include community agencies, organizations, government units, etc. in the consultation process. If any group was not consulted as a result of the process, it was not intentional and merely an oversight.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Consolidated/Annual Action Plan	Michigan State Housing Development Authority (MSHDA)	The City of Lansing's Consolidated/Action Plan mirrors Michigan State Housing Development Authority (MSHDA) plan for submission of the CDBG, HOME and ESG federal grant application pursuant to HUD 24 CFR Part 91. Both documents describe programs and activities that will be undertaken in conjunction with HUD programs funded with federal dollars on the local and state levels for the city and state respectively. For the State, HUD dollars are awarded and administered by MSHDA and administered locally by the City of Lansing. Programs activities provided address the housing and community development needs identified by the governmental units
City of Lansing Comprehensive Master Plan - Design	City of Lansing - Department of Planning and Neighborhood Development	The City of Lansing Department of Planning and Neighborhood Development is responsible for the development and implementation of both planning documents - Comprehensive Master Plan and the Consolidated Plan. The Comprehensive Master Plan addresses housing, land use, economic development issues as well as the overall physical characteristics of the community. The Consolidated Plan is the federally funded programs for CDBG, HOME and ESG addressing the housing, homelessness and community development needs in the greater Lansing area. Staff works collaboratively to develop consistent plans to assure and achieve the goals of addressing the various needs in the community including economic development, land use, transportation, public services and facilities, housing, homelessness, community development and many other areas
Greater Lansing Housing Coalition - ICE Plan	Greater Lansing Housing Coalition (GLHC) and TCRPC	The City of Lansing was involved in meetings associated with the development of the ICE (Innovative, Collaborative, Empowering) Plan. The mission of ICE is to provide innovative, collaborative and empowering direction for the community that will make Mid-Michigan more welcoming and accommodating to all. An array of topics are addressed in the plan including affordable housing for senior citizens and fair and affordable housing for all people, especially low and moderate income groups.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

- 1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

The Citizen Participation process is an important factor in the development of the City of Lansing's Annual Action Plan and is designed to consider comments from citizens and stakeholders related to housing, neighborhoods, community development and economic development as well as homeless issues. The process involves gathering input from interested persons on the needs related to human interaction and social environment. The objective of the process has been to encourage comments on strategies and programs to address identified needs. The process is open to any interested party or organization and facilitated by the city to promote participation of a wide range of groups and individuals concerned with housing and community development issues. In the development of the Annual Action Plan, the City of Lansing considered all previous strategic planning documents which include the City's Master Plan, Tri-County Regional Planning Commission, the Lansing Housing Commission's Plan as well as the Continuum of Care's strategic plan. The Citizen Participation Process is intended to assure that the citizens of the community and organizations concerned with housing and community development will have every opportunity to participate in the planning and utilization of community development funds. In summary, the key steps in the process include: a public hearing held before the Planning Board on community needs in October, November or December. This hearing will provide citizens an opportunity to present their views on community development and housing needs. Citizen input is accepted from interested citizens. A second public hearing is held in January or February on the proposed funding allocations. Another public hearing is held before City Council in April. In addition, the public has an opportunity to comment on the draft Annual Action Plan during the 30-day comment period.

The citizen participation process results in the development of the Annual Action Plan which represents the City's decision for allocation of federal funding resources, more specifically Community Development Block Grant (CDBG), HOME and ESG.

The final draft is developed in a format accessible to citizens. The proposed plans are presented at a public hearing conducted by City Council during the 30-day comment period. Copies of the plans are provided at this time as well as available for review and comments at the Capital Area District Library, downtown branch, City Clerk's office in City Hall, Department of Planning and Neighborhood Development and on the City's website. All of the comments received will be summarized and included as part of the final submission. Any written comments would receive written responses and are provided within 15 days.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Hearing	<p>Minorities</p> <p>Persons with disabilities</p> <p>Residents of Public and Assisted Housing</p>	<p>The first public hearing was held on December 6, 2016 before the Planning Board to receive public comments about housing and community development needs. The minutes of the public hearing are included in the final submission of the Annual Action Plan. The second of three public hearings on the federal funding allocations was held on February 7, 2017. During that time, there was one participant speaking on behalf of CDBG dollars. The last public hearing will be held before the Lansing City Council on April 10, 2017.</p>	<p>During the first public hearing, two participants expressed the need for CDBG resources to assist low to moderate income persons including youth, senior citizens, etc. with their housing needs. At the second public hearing, one participant spoke on the need for additional funding to assist low to moderate senior citizens with their housing needs.</p>	<p>All comments are accepted and considered in the development of the Annual Action Plan</p>	

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Discussion

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Rental Rehabilitation/Weatherization	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Suitable Living Environment		
3	Acquisition	2016	2020	Acquisition	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Suitable Living Environment		

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Down Payment Assistance	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Suitable Living Environment Affordable Housing		
7	New Construction	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Suitable Living Environment Affordable Housing		

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Public Housing	2016	2020	Public Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Public Housing		
11	CDBG General Administration	2016	2020	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Suitable Living Environment Affordable Housing Public Improvements Economic Development		

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
14	HOME General Administration - limited to 10%	2016	2020	Affordable Housing	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH	Suitable Living Environment Affordable Housing		

Table 6 – Goals Summary

Goal Descriptions

5	Goal Name	Economic Development
	Goal Description	Promote economic opportunity for low and moderate income individuals by facilitating enterprise and business development, providing employment opportunity, sponsoring job training, supporting small business development, micro-enterprise lending and business or financial educational programs and initiatives. Promote economic development to provide jobs, business services and shopping opportunities for residents located in CDBG eligible areas.
6	Goal Name	Down Payment Assistance
	Goal Description	Provide housing counseling and home buyer assistance that will benefit low and moderate income households. Promote homeownership for low and moderate income households and promote deconcentration of poverty. Promote fair housing objectives
7	Goal Name	New Construction
	Goal Description	Provide standard housing in a suitable living environment through rehabilitation, new construction and improvement of the housing stock primarily in CDBG eligible neighborhood and in specifically designated target areas or for low and moderate income households.
8	Goal Name	Homeless Svcs - Shelter Operation-Street Outreach
	Goal Description	Provide homeless prevention assistance, shelter operation, rapid re-housing assistance and supportive human services for people with special needs, people who are homeless and those at risk of becoming homeless. Provide assistance for permanent supportive housing and human services for low and moderate income households with a history of chronic homelessness, including those with special needs Special needs groups addressed with ESG funds include those with substance abuse disorders, mental illness and unaccompanied youth including street youth.

14	Goal Name	HOME General Administration - limited to 10%
	Goal Description	Includes staff and general administration costs to deliver the HOME Program.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Single Family Owner Occupied Rehab Program Public Improvements
	Target Area	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	Goals Supported	
	Needs Addressed	
	Funding	:

3	Target Area	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBAN DALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
	Goals Supported	Rental Rehabilitation/Weatherization
	Needs Addressed	
	Funding	:
	Description	Includes loans and grants for rehabilitation of rental housing units through city sponsored programs. Includes funds to meet healthy housing standards and/or lead hazard reduction regulations in rehabilitated structures. Includes financing of an Energy Fitness Program and/or Energy Optimization Program to benefit low and moderate-income households
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
	Project Name	Acquisition
	Target Area	
	Goals Supported	Acquisition
	Needs Addressed	Suitable Living Environment

	<p>Description</p> <p>Provide community and neighborhood service, housing counseling, recreational opportunities and other public services. Promote quality of life of food accessibility, community gardening and economic opportunity in CDBG eligible neighborhoods. Increase security and safety in neighborhoods by supporting public safety and crime prevention initiatives, public educational programs, emergency preparedness and citizens awareness in CDBG eligible areas</p>
	<p>Target Date</p> <p>6/30/2018</p>
<p>Estimate the number and type of families that will benefit from the proposed activities</p>	
	<p>Location Description</p>
<p>Planned Activities</p>	<p>Provide community and neighborhood service, housing counseling, recreational opportunities and other public services. Promote quality of life of food accessibility, community gardening and economic opportunity in CDBG eligible neighborhoods. Increase security and safety in neighborhoods by supporting public safety and crime prevention initiatives, public educational programs, emergency preparedness and citizens' awareness in CDBG eligible areas.</p>
<p>5 Project Name</p>	<p>Economic Development</p>
<p>Target Area</p>	<p>SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH</p>
<p>Goals Supported</p>	<p>Economic Development</p>

7	Goals Supported	Owner Occupied Rehabilitation Rental Rehabilitation/Weatherization Acquisition Public Services Public Improvements CDBG General Administration
	Needs Addressed	Suitable Living Environment Affordable Housing Public Improvements Economic Development Public Housing
	Funding	:
	Description	Includes staff and other costs associated with preparation of required Consolidated Planning documents, environmental clearances, fair housing activities and citizen participation activities associated with the delivery of CDBG, HOME and other state and federal programs. Includes planning and general administration costs associated with delivery of CDBG and other state and federal programs. Includes indirect administrative costs and building rent paid to the city
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
	Project Name	Down Payment Assistance

Target Area	SOUTHWEST LANSING BAKER DONORA COMSTOCK PARK URBANDALE OAK PARK PRUDDEN EAST VILLAGE POTTER WALSH
Goals Supported	New Construction
Needs Addressed	Suitable Living Environment Affordable Housing
Funding	:
Description	Includes funds for loans and grants for housing construction and rehabilitation. HOME funds allocated for housing developed in partnership with the city, including Supportive Housing Program (SHP) and Acquisition, Development and Resale (ADR) activities. Projects may include new construction and rehabilitation activities with non-profit and for-profit developers, including CHDOs. Funds may be used for staff time associated with these activities. Also includes loans and grants for rehabilitation
Target Date	6/30/2018
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	
Planned Activities	
9 Project Name	Community Housing Development Organization (CHDO) Set-aside 15% min

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Lansing is the capital of Michigan, with a population of 114,297. The Five-Year Consolidated Plan shows the maps of areas of low income and minority concentration. Federal funds are not exclusively allocated to specific geographic areas. Certain programs are concentrated in targeted areas whereas other programs are available to low-moderate income households.

Geographic Distribution

Target Area	Percentage of Funds
SOUTHWEST LANSING	
BAKER DONORA	
COMSTOCK PARK	
URBANDALE	
OAK PARK	
PRUDDEN EAST VILLAGE	
POTTER WALSH	

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Lansing will again focus on opportunities that will maximize leverage of funds for community development activities and address priority needs.

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

The Lansing Housing Commission (LHC) owns 833 units of public housing located in the City of Lansing. It receives operating funds and capital funds from the U.S. Department of Housing and Urban Development. Over the past year, occupancy was at approximately 96%.

Actions planned during the next year to address the needs to public housing

The Lansing Housing Commission (LHC) makes a concerted effort to address the needs of the residents in the public housing units. Collaborative efforts among residents and managers will continue to assure the needs are being met. LHC also endeavors to make strides towards development activities through the US Department of Housing and Urban Development's Rental Assistance Demonstration. Further collaboration with the City of Lansing will be necessary and beneficial

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Property managers will encourage residents to become more involved in management in various ways including but not limited to:

- Participation on the resident council
- Participation in various public commenting period and subsequent public hearings to discuss changes to annual plans and administrative policies

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

LHC has a HUD Recovery Team and a signed Recovery Plan with performance benchmarks. The LHC Board of Directors will monitor the Agencies performance. LHC requested HUD provide a technical assistance grant to improve its financial operations/compliance. The request for Technical Assistance is being processed. The assistance identified above will help to ensure the troubled designation is removed. LHC expects the recovery plan to cease by March 2017 as we expect to have met all of HUD's required benchmarks by that time period.

Discussion

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Affordable housing and residential investments in the community continues to be addressed in the City of Lansing. Prescriptive building and housing code standards frequently prevent use of certain areas of older housing units because of area and/or ceiling height requirements set forth in the code. There are a significant number of older homes with attics not meeting ceiling height requirements and cannot be legally converted into living space such as bedrooms. The Building and Mechanical Codes may establish standards for new construction that add to the cost of construction and exceed minimum safety needs of the community. Inspection fees charged by the City add to the cost of affordable housing, but ensure safety and fund enforcement. High cost of energy adversely impacts the ability of families to make payments on their mortgage, rent and utility bills. Accelerated deterioration of housing caused by neglect and improper use is costly and reduces the availability of affordable housing. Basic home repair tools or knowledge of how to maintain and fix homes are needed. The cost of developing new residential subdivisions exceed the concept of affordability often due to the high costs for roads, infrastructure and spatial requirements of the City's Subdivision regulations and the costs for improvements are passed on to the home buyer.

According to the City of Lansing's 2015 Analysis of Impediments to Fair Housing Choice (AI), government policies and procedures that regulate, monitor or impact rental sales and property insurance practices can play a significant role in promoting fair housing choice. Studies show the need for affirmative action by lenders themselves to look at their policies and practices and change the manner in which judgements are made by every person who plays a role in the lending practice. Further, the AI indicated that the City, its government, housing providers, non-profits and private businesses are working hard to provide fair and affordable housing options to those seeking housing.

The City of Lansing's 2015 Analysis of Impediments (AI) to Fair Housing Choice Plan was created to address specific activities, impediments and suggested actions to address the impediments. A complete copy of the AI can be found on the city's website: http://www.lansingmi.gov/fair_housing_documents

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City of Lansing will continue to implement programs targeted towards low and moderate income households. Some of the programs include creating homeownership opportunities, developing new

AP-85 Other Actions – 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

Actions planned to foster and maintain affordable housing

Actions planned to reduce lead-based paint hazards

Actions planned to reduce the number of poverty-level families

Actions planned to develop institutional structure

Actions planned to enhance coordination between public and private housing and social service agencies

Discussion

Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)
2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.
3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).
4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.
5. Describe performance standards for evaluating ESG.

Discussion